

**BOARD OF FINANCE
SALEM, CONNECTICUT
MEETING MINUTES
JANUARY 08, 2015**

PRESENT

George Householder
TJ Butcher
Carole Eckart
David Kennedy
Janet Griggs
Robert Sartori

ABSENT

Hernan Salas, Alt
Jenifer Lee, Alt
John Dolan, Alt

GUESTS

Steve Buck
James Savalle

CALLED TO ORDER

TJ Butcher called the meeting to order 7:01 pm

RECOGNITION OF VISITORS

There were no visitors that wished to be recognized in attendance

SEAT ALTERNATE IF NEEDED

No alternate was necessary

COMMUNICATIONS

TJ stated that he spoke with Cheryl Philopena and that she will present to the Board her current collection practices on February 26, 2015.

M/S/C – Griggs/Householder – to approve the revised BOF Budget Meetings Schedule.

Vote: Approved Unanimously

ADDITIONS TO AGENDA

None

AGENDA,

1. APPROVE MEETING MINUTES OCTOBER 09, 2014 REGULAR MEETING

M/S/C- Eckart/Griggs - to approve the December 11, 2014 meeting minutes as submitted

Vote: Approved

Abstained: Sartori

2. BOF and BOE DISCUSSION

Steve Buck spoke to the Board in regards to setting up a meeting prior to when BOE is scheduled to present their formal budget presentation. Buck suggested 1/20/15 as the date for this possible meeting. Buck stated it would provide an opportunity for open communication between both Boards. Buck stated it would give BOF the time to discuss questions regarding the BOE Budget with the BOE and the Salem School administrators. Buck stated even though it would be a public meeting they would be no public comments taken at the meeting. Householder stated that if the Board decides to have a meeting with the BOE to discuss their budget then that opportunity than has to be available for all boards and commissions. Householder stated that all Boards and Commissions already have their scheduled night to discuss their budget and he doesn't agree with adding this possible meeting. Sartori stated that if the current policy for budget meeting is going to change by allowing these meeting before the budget presentations then the current policy should be revised and adhered to. Griggs stated she feels that this meeting is a good idea because the BOE is 74% of the Salem town budget. Kennedy stated he felt the meeting was a good idea and that open communication with the BOE couldn't hurt. Eckart stated she felt it was a good idea but the opportunity would have to be available for all boards. Butcher stated he felt it was a good idea but is concerned that the schedule doesn't allow time for meeting with all other boards and commission in town. The Board asked Buck to provide an agenda that would outline discussion parameters for the possible meeting and present it the BOF at the 1/22/15 meeting.

M/S/W – Griggs/Kennedy - to set up a noticed public meeting for the purpose of discussing the BOE budget for 2015/2016 without a public comment portion with a date to be determined later.

Motion withdrawn

M/S/C – Griggs/Kennedy - to request the BOE to present an agenda at the 1/22/15 BOF meeting that would outline the discussion parameters for a possible meeting between the BOE and BOF; BOF will determine on 1/22/15 if that meeting will be approved. If meeting is approved than discussion needs to take place about amending the current budget policy to include additional meeting for all boards/commissions.

Vote: Approved

Opposed: Householder

3. TRESURER'S REPORTS

No Treasurer's Report was presented. Henry sent email to the Board (See File Copy).

4. PUBLIC COMMENT

None

5. SELECTMAN'S REPORT

Lyden stated that the Town Hall boiler control panel is getting repaired on 1/9/15. He stated the cost is covered under the original cost of the boiler.

Lyden stated that he received a \$2000.00 check from Spielman's Farm for the rental of Gadbois field.

Lyden wanted to thank Joe Onofrio, Bob Ross, Officer Seery and Officer Konow for their professional handling of the incident in East Lyme.

Lyden stated that the RFP's for auditing services went out on 1/6/15 to four auditing firms.

Lyden stated that he is preparing to search for a new financial administrator's assistant. He will be placing an ad in the paper. Virginia Casey's will be retiring on March 10, 2015.

6. ADDITIONAL APPROPRIATION- TOWN HALL INFRASTRUCTURE \$17,165.00

Lyden stated that the Salem Town Hall network infrastructure is over 20 years old and needs to be updated. Lyden stated that the system needs to be updated now. Lyden stated he is currently 10% under budget and could do a line item transfer to cover the cost. Lyden introduced Robert M. Pokrinchak, from Computer Works, to answer any questions from the Board. Pokrinchak stated that the infrastructure is outdated and out of code. Pokrinchak stated that the quoted updates should be good for 15-20 years. (See File Copy for Quote)

M/S/C – Householder/Griggs – to allocate up to \$17,165.00 from Unallocated Fund Balance and add it as a new capital line item to be determined by Virginia Casey for new infrastructure at Salem Town Hall.

Vote: Approved unanimously

7. GLVFCO ADDITIONAL APPROPRIATION – VEHICLE MAINTENANCE 5-220-617 \$11,600.00

Lyden stated that the repair was approved by the Board of Selectman in the amount of \$12,000.00. James Savalle stated the repair is complete and the truck is running fine. Savalle updated the Board on questions from the previous BOF meeting. He stated that he will be renting some tools at a cost of \$3000.00 which will be covered in his budget. But may have to come back to request additional funds. Savalle stated he can only rent the tools till June 30, 2015. Savalle present the Board with an updated quote to purchase new tools (See File Copy). Savalle presented the Board pictures of two vehicles to explain the posts that need to be cut to extract a patient safely (See File Copy). Savalle stated that the tools being requested will be compatible between both firehouses.

Householder requested a tool inventory list along with the age of each tool. Savalle stated he would gather that information.

M/S/C- Householder/Sartori to transfer \$11,954.24 from Unallocated Fund Balance to line item number 5-220-617, Vehicle Maintenance.

Vote: Approved unanimously

M/S/C- Householder/Kennedy- to adjourn at 8:07pm

Vote: Approved Unanimously

**Respectfully Submitted
Cindy Noe,
Recording Secretary**

Approved